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OLC 68-0147

5 March 1968

MEMORANDUM FOR THE RECORD

SUBJECT: Congressional Clearances

1. On this date, members of the Office of Security and the Office of Legislative Counsel met to discuss the subject of security records pertaining to members of the Congress and Congressional staff members. Present at the meeting were Messrs. Warner, [redacted] from Legislative Counsel, and [redacted] from Security.

2. The following points were discussed and agreed upon:

a. As to staff members, no distinction will be drawn relating to degree of access to classified information. Appropriate clearances will be acquired for all Congressional staff members who will have access to classified and/or compartmented information.

b. While the Office of Security is the office of record with respect to matters pertaining to security clearances, a duplicate card file will be furnished the Office of Legislative Counsel on security clearances for Congressional staff members.

c. Whenever it is necessary or appropriate for a Congressional staff member to be given compartmented information, the Office of Legislative Counsel will notify the Office of Security, requesting appropriate security office action necessary to the granting of the security clearances involved.

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d. When the Office of Security has processed the clearance, it will notify Legislative Counsel of this action, in writing, and provide Legislative Counsel with the appropriate secrecy agreements. Legislative Counsel will give the Congressional staff member a briefing pertaining to the clearance granted, obtain the execution of the secrecy agreement and forward the agreement to the Office of Security immediately.

3. It was agreed that [redacted] will determine the type of written communication that will be exchanged between the respective offices in connection with the foregoing.

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4. Some of the problems involved in the recording of access to classified information by members of the Congress were discussed but these will be taken up in detail at a subsequent meeting. As to members, OLC will send to Security a list of those present or who have access to transcript (if any) when special classification is involved, except for CIA subcommittees.

[redacted]

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Assistant Legislative Counsel

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